## State of Louisiana DIVISION OF ADMINISTRATION



## **OFFICE OF INFORMATION SERVICES**

JERRY LUKE LEBLANC COMMISSIONER OF ADMINISTRATION

March 6, 2006

## ISIS Memorandum 06-033

To: ISIS Travel Administrators

Subject: New Vendor Balances Report in ISIS Travel System

A new Vendor Balances Report is now available in the ISIS Travel System accessible through LEO. This report shows balances due to or from travelers.

Please direct any questions to the ISIS Help Desk at (225) 342-2677, option 2, and then request the Travel Help Desk

PC/jfb

c. Barbara Goodson, Deputy Undersecretary